

**Oakland County – City of Pontiac Livability Assessment  
Project Advisory Team Meeting #1  
Oakland County  
Executive Office Building  
Conference Center  
Waterford Room**

**November 3, 2011  
9:00AM – 11:00AM  
Meeting Minutes**

1. **Introduction of Attendees:** Bret Rasegan and Nina Misuraca, Oakland County Planning, started the meetings with introductions. Attached is the list of attendees from the meeting.
2. **Project Overview, Goals, and Objectives:** Bret Rasegan, Barb Arens (Parsons Brinkerhoff), and Tom Coleman (Parsons Brinkerhoff) covered the schedule, study area, key project goals and objectives in a PowerPoint presentation. The six Livability Goals were covered. It was an interactive discussion with attendees. Brad Strader, LSL Planning, also from the consultant team added to the discussion items.

James Sabo, Wade Trim, provided good updates on NSP2 Grant Funds; such as the Sears Building/Layfayette/State Lofts with 44 units and 67 North Saginaw with 14 residential units above the commercial. James will provide information regarding these NSP2 grants and others to Nina or Bret at Oakland County Planning.

3. **Public Involvement Plan:** The public involvement process was described by Elnora Austell, E Austell Associates. She will be preparing a Public Involvement Plan.
  - a. Project Advisory Team (PAT): Additional suggestions to the PAT membership are OSHA, Fire, Police, Non-Profits, Building Healthy Communities, and Pastors. Some of these, if not added to the PAT will definitely be invited to the Community Advisory Group.
  - b. Community Advisory Group (CAG): In addition to the groups listed for potential PAT or CAG membership, also suggested was Habitat for Humanity and St. Joseph Mercy Hospital. A one page Frequently Asked Questions (FAQ) sheet will be prepared in the next month.
4. **Data Inventory and Needs Analysis:** A list of studies collected thus far was distributed to the group. Additional thoughts or studies were requested from the PAT. It was asked if Pontiac had a list of ADA concerns. Heather Webb will check on the ADA concerns with John Balint, City of Pontiac. Bret would like to get a broader community involvement. There have been a number of past plans and this study will look to integrate the existing plans with recommendations for steps to work toward a future goal.

Measures of Effectiveness will be developed prior to any alternatives to be studied. The goal is to develop the existing conditions for the study, the measures of effectiveness, and some potential alternatives for the next meeting.

A key element is the transportation analysis and component. Laurie Swanson, MDOT, suggested Parsons Brinckerhoff work through her to ensure that the transportation elements have the appropriate people at the table to keep it moving forward. Parsons Brinckerhoff is to develop a list of the data being used, the measures of effectiveness to be used, a study area and list of intersections, and potential transportation alternatives.

5. **Discussion:** Project concerns were discussed.
  - a. The Clinton River being put below ground years ago and past studies recommending that the old river be brought to daylight. Water is seen as a city attraction. It is costly, but possible to do. It is something to consider moving forward.
  - b. M-59 transit line from Pontiac to Mt. Clemens and ensuring that it is accounted for the future.
  - c. Discussion about non-motorized and appropriate members for the CAG were discussed. Any names to be added are to be sent to Brett or Nina.
  
6. **Community Advisory Team Meeting:** Set for the Crofoot, on December 8<sup>th</sup>, with continental breakfast at 7:30 AM and the meeting will be 8 AM to 10 AM. The same presentation that was shown to the PAT today will be used, but the upfront information will show the aerial photography of the study area to tell a story of how the area developed, along with the signage from today.

#### **ACTION ITEMS:**

- James Sabo, Wade Trim, provided good updates on NSP2 Grant Funds; such as the Sears Building/Layfayette/State Lofts with 44 units and 67 North Saginaw with 14 residential units above the commercial. James will provide information regarding these NSP2 grants and others to Nina or Bret at Oakland County Planning.
- Other team members that have information on past studies, new information or key committee members that should be added, please send the information to Bret or Nina.
- Elnora Austell will be preparing a Public Involvement Plan. A one page Frequently Asked Questions (FAQ) sheet will be prepared in the next month.
- Heather Webb will check on the ADA concerns with John Balint, City of Pontiac.
- Parsons Brinckerhoff and the Study Team will create Measures of Effectiveness (MOE) prior to any alternatives to be studied. The goal is to develop the existing conditions for the study, the measures of effectiveness, and some potential alternatives for the next meeting.
- A key element is the transportation analysis and component. Laurie Swanson, MDOT, suggested Parsons Brinckerhoff work through her to ensure that the transportation elements have the appropriate people at the table to keep it moving forward. Parsons Brinckerhoff is to develop a list of the data being used, the measures of effectiveness to be used, a study area and list of intersections, and potential transportation alternatives.

**Next PAT Meeting is January 12, 2012  
9:00 AM – 11:00 AM**